

Proposal Review Committee
December 20, 2011
Statewide Benefits Office
The Duncan Center
500 W. Loockerman Street, Suite 320
Dover, Delaware

Public Session: 1:32 p.m.

The Proposal Review Committee (PRC) met on December 20, 2011, to discuss and review the finalists' follow-up responses and complete scoring sheets for the RFP for Data Warehouse Services for the Group Health Insurance Program. The following committee members were present:

Attendees

Brenda Lakeman, OMB, Director, Statewide Benefits
Laurene Ehemann, OMB, RFP and Contract Coordinator, Statewide Benefits
Teri Strawder, OMB, Program Lead for DelaWell, Statewide Benefits
Wendy Brown, Department of Health and Social Services
Kiernan Mohammed, Department of Health and Social Services
Lori Christiansen, Office of Controller General
Erin Guerke, Office of the Treasurer
Jenifer Vaughn, Delaware Insurance Department
Amy Quinlan, Administrative Office of the Courts
Jim Christ, AonHewitt Consulting (via conference call)
Scott Rabin, AonHewitt Consulting (via conference call)

Introductions/Sign In

Ms. Lakeman called the meeting to order at 1:32 p.m.

Approval of Minutes

Ms. Lakeman requested a motion to approve of the minutes from the December 8, 2011, meeting of the Proposal Review Committee. A motion was made by Ms. Christiansen and seconded by Ms. Guerke. The motion was approved with unanimous voice vote.

Discussion of Data Warehouse Services RFP

Ms. Lakeman requested a motion to move into executive session to discuss and review the finalists' follow-up responses and best-and-final offers and complete scoring sheets. Ms. Brown made the motion and it was seconded by Ms. Quinlan. Upon approval of the motion by unanimous voice vote, the PRC moved into Executive Session at 1:34 p.m.

Upon conclusion of the Executive Session, a motion was made by Ms. Vaughn at 2:09 p.m. to move back into the Public Session and Ms. Guerke seconded. Upon approval of the motion by unanimous voice vote, the PRC moved into Public Session at 2:09 p.m.

Upon return to the Public Session, Ms. Ehemann read the final tallied scores as submitted by the PRC. The total scores were: Thomson Reuters, 5.1; HDMS, 1.3; and Optum, 1.3.

Ms. Lakeman made a motion to recommend to the State Employee Benefits Committee a contract award for three years with two optional one-year renewals for Data Warehouse Services in accordance with the RFP, bids, and follow-up responses to Thomson Reuters effective July 1, 2012, and subject to final contract negotiations. The motion was seconded by Ms. Vaughn. The recommendation to award was approved by unanimous voice vote.

Adjournment

There being no further business, Ms. Lakeman requested a motion to adjourn. Ms. Christiansen made a motion to adjourn and Ms. Brown seconded. Upon unanimous voice approval, the meeting was adjourned at 2:10 p.m. Please note there were no public attendees.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'LME', with a long horizontal flourish extending to the right.

Laurene M. Ehemann
RFP and Contract Coordinator